

**MINUTES
FOR THE REGULAR MEETING
CALIFORNIA UNEMPLOYMENT INSURANCE APPEALS BOARD
Docket No. 5633**

Open Session

The Appeals Board convened at 1:00 p.m., August 15, 2018 in Sacramento with Chair Marty Block presiding.

1. Roll Call: <u>Members</u>	<u>Present</u>	<u>Absent</u>
Marty Block, Chair	x	
Michael Allen, Vice Chair	x	
Ellen Corbett	x	

2. Approval of the Minutes:

The July 18, 2018 Meeting Minutes were approved unanimously.

3. Chair's Report:

No report.

4. Board Member Reports:

Vice Chair Allen reported the newsletter is ready to go out. He added it is a very positive and forward-thinking newsletter. He is proud of the good work put into it and hopes the staff, and entire agency enjoys reading the newsletter.

Vice Chair Allen commented on a prior discussion about shortening precedent decisions for clarity and ease of understanding. Vice Chair Allen suggested the Precedent Committee consider attaching a study guide when a precedent decision is issued. This might help to explain the thinking that went behind the precedent decision and to emphasize the issues being addressed. He commented that besides being easier to understand, it could be helpful to the staff who are asked to implement the decisions.

Member Corbett had no report but wanted to thank the IT Department for their continued help and support during her adjustment to her new tablet.

5. Public Comment:

No Public Comment.

6. Chief ALJ/Executive Director Report:

Chief ALJ/Executive Director Gonzales reported on the timeliness measures stating Field Operations (FO) closed 62% of their cases in less than 30 days and 91.3% in less than 45 days. The average age of pending cases is 25.4 days.

Chief ALJ/Executive Director Gonzales reported that even though the agency has not received an official letter from the Department of Labor (DOL) she heard CUIAB passed all quality review standards of timeliness as well as quality review standards for the decisions from the administrative law judges (ALJs). She commented it was good news for CUIAB, as a part of the appeals process; the agency will not be subject to Corrective Action on anything over the past year. She acknowledged the good news to those in the field and in Appellate Operations, and all the staff who get the work done.

Chief ALJ/Executive Director Gonzales reported two more presiding judges (PJs) will be attending the Executive Leadership Academy offered through Sacramento State University. She noted last year PJ Mitchell Davis and PJ Brian Faulkner attended. She stated FO is trying to rotate all the presiding judges through the management program. She said that this semester the two attendees are PJ Felicita Ngo from Inglewood and PJ Michael Cutri from San Diego. The PJs will meet two days a month for the four-month program which is designed to increase their management skills and strategies.

Chief ALJ/Executive Director Gonzales reported that ALJ Mark Maerowitz has been appointed as permanent Presiding Judge in the Oxnard Office of Appeals. She commented he has done a very good job as acting Presiding Judge for quite some time and she is looking forward to working with him.

Chief ALJ/Executive Director Gonzales reported the only incident for the monthly Security Report occurred in a hearing facility in Pasadena. It involved an unhappy claimant who was impatient, sat on a lobby table, would not participate in the hearing and then scattered toilet paper in the office hall and lobby.

Vice Chair Michael Allen stated it was great that the agency received a clean bill of health from the DOL. He inquired about the Field's performance regarding the number of cases closed in 30 days; he noted the DOL standard is 60% and the Field was at 62%. He noted in the past the Field percentage had been higher and he asked if there was a reason why this month the Field-percentage was lower.

Chief ALJ/Executive Director Gonzales stated she and ALJ Hugh Harrison had discussed this same issue while monitoring FO numbers. There are two times during the year when the field numbers get close to the line. She said the reason is due to vacations and holidays. Traditionally this happens in July and August when many ALJs go on vacation, and in November and December during the holidays. She noted the DOL will look at the year average and she was confident the numbers would go back up, as this occurs every year.

7. Presiding ALJ of Appellate Operations, Jodi Remke Report:

PALJ-AO Remke reported on Appellate Operation's (AO) monthly performance stating the Board continues to excel in meeting all timeline standards. PALJ-AO Remke reported AO closed 88.1% of their cases within 45 days. She commented that was very impressive as the DOL guideline was 50%. AO closed 99% of their cases within 75 days and the DOL guideline is 80%. The average case age for pending cases is 23 days. PALJ-AO Remke commented that the Board is doing a great job at moving cases in a timely fashion and keeping on top of time requirements

Chair Block acknowledged the Board's appreciation for the ALJs and all of their hard work.

8. Acting Chief Information Officer, Lori Kurosaka Report:

Acting CIO Kurosaka reported IT staff continues to test products and file storage of the recordings of the monthly Board meetings. She stated Antonio Buenrostro and Rick Freeman were on hand recording the current August meeting. She commented that although the previous Board Meeting video looked good, the agency would be procuring some new equipment to have high definition and a high quality video to present for the public website. She noted this staff project continues to be on schedule and they look forward to implementing it.

Acting CIO Kurosaka reported that staff are thoroughly testing the Windows 10 new devices and the testing was going well. Pilot testing for users will begin in the San Diego Field Office. This will help develop ALJ and staff training guides for the agency statewide. She commented that Windows 10 looks very different from the Windows version we currently use so they are making sure everyone is properly trained before they roll out Windows 10.

Acting CIO Kurosaka reported the headquarters phone refresh continues in the Venture Oaks building. The cut over for the third floor, Executive office, the Chief's office, and AO will be on September 7. There will be training for all staff. Training for Board Members will be in the morning before the September 20 Board Meeting.

Acting CIO Kurosaka reported that Director Gonzales and George Okamoto, from Labor Agency, had conducted the second round interviews for the CIO position in the IT Department and they hope to appoint a new CIO in the near future.

Vice Chair Allen thanked Acting CIO Kurosaka for all of her work for the agency.

9. Chief Administrative Services, Robert Silva Report:

Chief Silva gave the 2018/19 Budget Proposal via PowerPoint presentation.

The Board voted unanimously to approve the 2018/19 Budget as presented. A copy of the 2018/19 Budget Proposal will be posted on the CUIAB public website.

Closed Session:

The Board adjourned Open Session at 1:38 p.m. and went into Closed Session. Closed Session was adjourned at approximately 2:02 p.m.

Open Session:

The Board reconvened in Open Session at approximately 2:02 p.m. Chair Block adjourned Open Session at 2:03 p.m.

Adjournment